



## Admissions Procedure

Parents are encouraged to make an appointment to visit the school before making a decision to send their child to Lancaster Lane. Our admission number is 30. Children enter school in the Reception Class in the September of the school year in which they are five.

For Reception aged children, parents should apply online in the autumn term before the child is to start school by using the following link: [www.lancashire.gov.uk/eadmissions](http://www.lancashire.gov.uk/eadmissions) (before Jan 14th 2017). By the following April parents will be informed by the LA as to whether or not they have been successful in their request for a place.

Parents with children who have moved from another school will be able to have a place at Lancaster Lane School if there are spare places in the required age groups.

If there is not an available place, children will be placed on a waiting list and should phone the school regularly to check their child's standing on the list. Families can appeal for a place for their by contacting Pupil Access (Area South).

If Lancaster Lane School is oversubscribed on parental preferences, then the following priorities apply in order:

1. Children who are looked after by a Local Authority at the time when preferences are expressed and who are still looked after at the time of their admission to school, and those who have been previously looked after, (see note i below); then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note ii below); then
3. Children with older brothers and sisters attending the school when the younger child will start; then
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority.